In attendance: Tony Noon, Simon Pittam, Andrew Belton, Joanne Belton, Dianne Rushbrook, Maureen Haycock, Chris Mutten, Stephen Coleman, Mick Wright, David Breeze, Mark & Louise

Apologies: Claudia Dickson

Declarations of Interest: CM owns a preferred site in the GNLP

Membership of Working Group:

As this has been an open group from the start, with members of the public welcome to attend meetings, some confusion has arisen as to who is formally part of the Working Group. **Action - Tony to work with Claudia to establish membership list**

Progress Review:

The point was made that, due to the impacts of the Covid Lockdown, the NP will now be too late to influence the selection of development sites in the GNLP. However, the consensus of the meeting was that the NP is still an important document and we should push on to get it completed.

Current progress is that, having had a number of consultations to gather villagers’ views, we have consolidated their general issues and concerns into a survey intended to gather specific suggestions. That has been drafted by our consultants (Louise) and issued for review by the Working Group. We are now at the stage where we need to confirm the survey and decide how to issue it, how to promote it and agree an outline for the process to analyse the results.

The Survey:

During the discussion of the survey several further points were raised for inclusion. **Action - Louise to review survey by 16th July. Tony to arrange issue of revised survey to Working Group for review; this will have tight deadlines attached, members will be asked to confirm they have reviewed and there will be a cut-off date given after which all members will be assumed to have accepted, so that we can hit required dates for printing and publication**

It was agreed that we will promote the survey via an article in August’s Outlook, an article on the Reedham Facebook page hosted by Simon Cox and posters in local shops and pubs. **Action - Tony to draft article for next issue of Outlook (copy date is 16th July, which may not leave time for review).**

Note - we didn’t decide how/who to progress posters idea or who would post on Facebook. I will do Facebook page. Any volunteers for posters? **Action - Tony to post to Facebook page. Action - All to consider volunteering to produce and/or place posters**

We will run the survey from the distribution of the August Outlook (note - Cate has confirmed to Claudia that Outlook distributors will distribute survey) to the end of August.

A paper copy of the survey will thus go to all households but people will be asked to complete online to make the consolidation and analysis task easier. **Action - Louise to include this in survey header. Tony to include in Outlook and Facebook articles.**

We will hold an open meeting in mid-August for people to come along with any questions about the survey, or to drop off there completed paper surveys. This will be a mid-week, evening session. We will need some backup material to furnish the Hall with. **Actions - Tony to ask Claudia to book Village Hall for suitable date. David to look at what material we can display.**

We will ask Julia at the PO Tea Rooms whether people can drop off their completed paper surveys there. **Action - Tony to talk to Julia by 16th so this info can be included in Outlook article.**

We will decide how to input data from paper surveys when we know what numbers we are dealing with.

Louise will perform the analysis of the survey and present to the Working Group and interested members of the public in September.

Depending on how many responses we have had, we may decide to extend survey period and have another push for people to complete.

Financial Matters:

We have received the grant to pay consultants’ fees for this year.

Cost of printing the survey will be £54 and PC have confirmed they will meet this.

Items for the next meeting: Louise to present survey analysis.

Next meeting: tbc for mid-September. Claudia to be asked to give several potential dates to guage how many members can attend. (Apologies to all for failure to do so for this meeting - that was my decision as I called the meeting at short notice and wanted to get a date in the diary.)